



MITCHELL E. DANIELS, Jr., Governor  
**STATE OF INDIANA**

DEPARTMENT OF HOMELAND SECURITY

J. ERIC DIETZ, EXECUTIVE DIRECTOR

Indiana Department of Homeland Security  
Division of Fire and Building Safety  
Fire and Building Code Enforcement  
302 W. Washington Street, Room E241  
Indianapolis, IN 46204  
Telephone 317-233-4561  
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**Credit Card Charge Request Form**

Instructions:

1. Check appropriate box
2. Form shall be completely filled out
3. Fax completed form to fax number listed in box

☐ Personal Credit Card

Name: \_\_\_\_\_  
First MI Last

☐ Corporate Credit Card

Company Name: \_\_\_\_\_

Billing Address \_\_\_\_\_  
Street/P.O. Box City State Zip

Contact Telephone Number \_\_\_\_\_  
Area Code Telephone Number

Credit Card Type: ☐ Master Card ☐ Visa

Account Number: \_\_\_\_\_ CVV2 Number \_\_\_\_\_

Expiration Date: \_\_\_\_\_ Amount to be charged: \_\_\_\_\_  
mm/yy

By signing this form, card member agrees to the obligations set forth by the Card Member's Agreement with the card issuer.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**For Office Use Only**

Certificate Number	Fee ID Number	Date Received Stamp